

कार्यालय : मुख्य निर्वाचन अधिकारी, उत्तराखण्ड  
2 - सुभाष रोड़, सचिवालय परिसर, देहरादून - 248001

फोन न० (0135) - 2712055, 2713551

फैक्स न० (0135) - 2712014, 2713724

संख्या 592/25-XXV/2009

देहरादून : दिनांक 9 अप्रैल, 2009

सेवा में,

समस्त जिलाधिकारी/जिला निर्वाचन अधिकारी,  
उत्तराखण्ड।

विषय: <http://ecicp.nic.in> साइट पर आन लाइन पोलिंग स्टेशन कोड, नाम व बी.  
एल. ओ. तथा अन्य विवरणों का कम्प्यूनिकेशन प्लान के अंतर्गत अद्यतन करने  
के सम्बंध में।

महोदय,

कृपया उपरोक्त विषयक भारत निर्वाचन आयोग के पत्र संख्या 464/INST 2009/EPS दिनांक 01/04/2009 का संदर्भ ग्रहण करने का कष्ट करें। भारत निर्वाचन आयोग के उक्त पत्र के संदर्भ में सभी जनपदों को दिनांक 04/04/2009 की बैठक के पश्चात यूजर नेम व यूजर पास वर्ड उपलब्ध कराते हुए समस्त जिला निर्वाचन अधिकारी/सहायक जिला निर्वाचन अधिकारी को उनकी निम्नलिखित ई-मेल पर भी दिनांक 04/04/2009 यूजर नेम व यूजर पासवर्ड उपलब्ध कराये गये हैं। प्रथम बार यूजर लाग इन करने पर पासवर्ड परिवर्तित करने की अपेक्षा की गई है।

क्रम सं०	जिलाधिकारी	सहायक जिला निर्वाचन अधिकारी
1	dm-utt-ua@nic.in	adeouttarkashi@gmail.com
2	dm-cha-ua@nic.in	adeochamoli@gmail.com
3	dm-rud-ua@nic.in	adeorudraprayag@gmail.com
4	dm-teh-ua@nic.in	adeotehri@gmail.com
5	dm-deh-ua@nic.in	adeodehradun@gmail.com
6	dm-har-ua@nic.in	adeoharidwar@gmail.com
7	dm-pau-ua@nic.in	adeopauri@gmail.com
8	dm-pit-ua@nic.in	adeopithoragarh@gmail.com
9	dm-bag-ua@nic.in	adeobageshwar@gmail.com
10	dm-chp-ua@nic.in	adeoalmora@gmail.com
11	dm-alm-ua@nic.in	adeochampwat@gmail.com
12	dm-nai-ua@nic.in	adeonainital@gmail.com
13	dm-usn-ua@nic.in	adeousnagar@gmail.com

अतः भारत निर्वाचन आयोग के संलग्न पत्र सं० 464/INST 2009/EPS दिनांक 28/03/2009, 464/INST 2009/EPS दिनांक 04/04/2008 तदनुसार कम्प्यूनिकेशन प्लान की आन डाटा लाइन इंट्री दिनांक 15/04/2009 तक सुनिश्चित करने का कष्ट करें।

संलग्नक: यथोक्त

भवदीय,

(राधा रतूड़ी)

सचिव एवं

मुख्य निर्वाचन अधिकारी  
उत्तराखण्ड

# ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

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No. 464/INST/2009/EPS

Dated: 28<sup>TH</sup> March, 2009

To,

The Chief Electoral Officers  
of all States/UTs.

**Subject:- General Election to the Lok Sabha, 2009-Communication Plan-regarding.**

Sir,

During the recent General Elections to the State Assembly of Madhya Pradesh, information and data were collected and actively utilized on the day of the poll, both by the ECI as well as in the state. The Communication Plan as evolved then has now been validated into a national concept by the ECI, with an intention to speedily track information on the poll-day and to make the management of election information-centric. A well developed Communication Plan is expected to have even higher utility in situations of limited availability of security forces.

A software for development of 'Communication Plan' was made available on the ECI website. In light of the feedbacks received from the states, and in order relating to ensure quick data collection and entry for generation of the Communication Plan, the Commission hereby circulates revised formats and procedures for development of the Communication Plan on the basis of the exercise undertaken in Madhya Pradesh.

In order to establish an efficient Management and Feedback System in this regard, each CEO shall nominate a **State-level Nodal Officer for the State Communication Plan**, and each DEO shall nominate a **District-level Nodal Officer for the District Communication Plan**. The State-level Nodal Officers shall coordinate with their district counterparts and ensure timely progress. The State-level Nodal Officers shall give feedback to the undersigned as the National-level

Nodal Officer for Communication Planning of the ECI, on the following e-mail address:

GE2009CP-ecino@gmail.com

A group e-mail facility for the specific purpose of Communication Plan has also been developed and the e-mail addresses/ passwords relating to each state/UT can be seen therein.

Formats 1 & 2A to 2D of the Communication Plan for the poll day(s) of the General Elections to the Parliament of India/ State Legislative Assemblies scheduled in the coming months are enclosed.

In Format 1 the details of the means of communication at the Polling Station level like mobile phone, land-line phone etc are to be filled, along-with telephone details of the nearest police station/ post and the sector/ zonal officers/ magistrates. Besides this, names of suitable, reliable persons and their telephone/mobile numbers in relation to every polling station have been asked for. In the absence of any other means of contact, names of two runners between the polling station and the closest telephone/wireless establishment and other details thereof have been asked for.

Format-1 is to be immediately provided to all DEOs, who shall generate sufficient copies of the same for manual filling (of the Format-1) by district staff through intensive field visits and consultation. All collection and manual filling of information in this format is necessarily to be completed, and all the completed forms collected at the district level necessarily by 3<sup>rd</sup> April, 2009. The ECI shall soon be circulating an internet based software using which data entry shall be done in districts for each polling station. These data entries shall thereafter be required to be uploaded on the state and national level URL(s) which shall soon be made available for this purpose.

Formats 2A to 2C relate to ARO,DEO,CEO and ECI level communication teams respectively. Data entries in formats 2A and 2B are to be one at the

district levels. Formats 2A to 2C shall be made available by the CEOs and DEOs to the ECI by e-mail on the above mentioned e-mail address and by post by 3<sup>rd</sup> April, 2009. In case these forms are also to be made available to the ECI by DEOs and CEOs by directly uploading on the internet then the manner of doing that shall be indicated soon, for which preparation must be kept.

In the meanwhile, such states which have already fully or partially worked on the Communication Plan software circulated (through internet) by the Commission earlier, should continue to develop and update that Plan while also collecting the information and doing the preparation for/ execution of this revised version of the Communication Plan.

This Communication Plan has to be specially prepared for the day of the poll, when starting with the mock poll certificate by 8.30 a.m. various reports have to be provided to the ECI and the CEO through the day. Moreover, this Communication Plan shall also be useful in situations of contingent/immediate requirements, law and order control etc. The Communication Plan shall be provided to the ECI Observer immediately on their arrival in the constituencies by the concerned DEOs.

The Communication Plan is to be necessarily filled Assembly Constituency segment-wise for every polling station by each district of the state in the Formats 1, 2A to 2C latest by 3<sup>rd</sup> April, 2009.

Please ensure strict timely compliance of these instructions.

Yours sincerely,



ASHISH SRIVASTAVA  
DIRECTOR

POLLING STATION  
COMMUNICATION PLAN

State Code :																					
District No. & Name																					
AC No. & Name																					
Polling Station		Nearest Communication Mode				Nearest Police Station or Police Chowki				Zone Officer			Sector Magistrate			Any other suitable local contact persons/runners etc.				Critical PS (Y/N)	PS having vulnerable area (Y/N)
No.	Name	Person's name	Land Phone No. with STD code	Mobile No.	Wire less (Y/N)	Name of village where situated	Distance from Polling Station (km)	Phone with STD code	Mobile No.	Zone No.	Officer Name	Phone/Mobile	Sector No.	Officer name	Phone / Mobile	Name of person runner (1)	Phone No. with STD Code/Mobile	Name of person runner (2)	Phone No. with STD Code/Mobile		

						2A	
ARO Level Communication Team *							
<b>Part –A</b>							
State Code :		District No. & Name					
ACNo.	ACName	Name of ARO(PC) for those AC & communication team leader	Phone with STD	Mobile	Fax	Email	
999 (Fixed code)	----- -	ARO office communication team Leader					
<b>Part-B<sub>(#)</sub></b>							
State Code :							
District no. and Name :							
Assembly No. with Name :							
AC No.	Polling station number from to		Member Name of Communication Team	Phone with STD	Mobile	Fax	Email

						<b>2B</b>
<b>DEO Level Communication Team</b>						
<b><u>Part –A</u></b>						
State Code			District No. & Name			
Sno.	Officer's name (*)	Designation	Phone with STD	Mobile	Fax	Email
1		DEO/DM				
2		ADM				
3		Addl. Collector				
4		Jt. Collector				
5						
6						
7						
----- continue-----						
Last Sno.		DEO office communication team Leader				
<b>Whether DEO/DM is RO (Y/N)</b>						
<b>If Yes (Y) then Give</b>			<b>(i) PC NO.</b>			
			<b>(ii) Parliamentary Constituency Name</b>			
<b><u>Part-B</u></b> <sub>(#)</sub>						
State Code :						
District no. and Name :						
AC No.	Assembly Segment	Member Name of Communication Team	Phone with STD	Mobile	Fax	Email

### CEO Level Communication Team

#### **Part –A**

Sno.	Officer's name (*)	Designation	Phone with STD	Mobile	Fax	Email
1		CEO				
2		Add. CEO				
3		Jt CEO				
4		DY CEO				
5		Asstt. CEO				

----- continue -----

Last no.		CEO office communication team Leader				

#### **Part-B<sub>(#)</sub>**

State Code/UT	District No.	District Name	Member Name of Communication Team	Phone with STD	Mobile	Fax	Email



**TOP PRIORITY**

**ELECTION COMMISSION OF INDIA**

**Nirvachan Sadan, Ashoka Road, New Delhi-110 001**

No.464/INST/2009/EPS

Date: 1<sup>st</sup> April 2009

To,

**The Chief Electoral Officers of all States/UTs,**

Sub: General Election to the Lok Sabha 2009 – Communication Plan Circular 2.

Ref: No.464/INST/2009/EPS dated 28<sup>th</sup> March, 2009 (Available on the front page of ECI Web Site <http://eci.nic.in> )

Sir,

Kindly see the above referred Circular No.1 on Communication Plan.

It is expected that the polling station wise Communication Plan details in the Format 1 of the reference shall get collected at the district headquarters of your State necessarily by or before 3<sup>rd</sup> April 2009. Similarly, the ARO, DEO and CEO level communication team details would also be formalized in Formats 2A to 2C of the above reference by this date.

In continuation of the above referred Communication Plan Circular No.1, a software developed by NIC has been made available on the following URL:

**<http://ecicp.nic.in>**

Please find attached with this letter a file containing different passwords for the CEO and the DEOs of your State. Kindly treat this list of passwords as HIGHLY CONFIDENTIAL, specially during the process of communication of DEOs' passwords to the DEOs from the CEO Office.

The CEO and the DEOs can open the software using their passwords and it is please ensure that all passwords are changed after the first login.

Kindly instruct your DEOs to open this software on at least as many internet connected computers as the number of assembly constituencies in each district, and get the data entry for polling station level Communication Plan completed for every polling station of every district in your State latest by the dates mentioned below:-

Districts going to Phase 1 - Data entry to be completed by 6<sup>th</sup> April, 2009.  
Districts going to Phase 2 - Data entry to be completed by 8<sup>th</sup> April, 2009.  
Districts going to Phase 3 - Data entry to be completed by 10<sup>th</sup> April, 2009.  
Districts going to Phase 4 - Data entry to be completed by 13<sup>th</sup> April, 2009.  
Districts going to Phase 5 - Data entry to be completed by 15<sup>th</sup> April, 2009.

Data entry for polling station level Communication Plan is to be done using the information collected manually in the Format 1 of the above referred Circular directly on to the Entry-Format corresponding to the same available on the URL, whereby the entered data shall start becoming available in report format to the CEO and the ECI through their passwords. The polling station level Comm.Plan Format available on the URL also requires data entries of names and mobile/ phone numbers of Booth Level Officers to be made, which may also be kindly done at the earliest.

The data entry for the polling station level Communication Plan is expected to be done within the districts themselves in order to be able to complete the data entry within the short time frame available.

Once the data entries as explained above are completed, state-wide mock runs/ rehearsals of the Communication Plan shall be carried out prior to the day of poll in order to familiarize and duly instruct the persons connected with the execution of the Communication Plan at all levels in the State, details and modalities of which shall be communicated soon.

Please ensure strict compliance of the above instructions of the Commission within the time frame mentioned above. Kindly treat this as important and urgent.

Yours sincerely,

Enclosed: List of CEO and DEOs passwords  
as mentioned above.

  
(Ashish Srivastava)  
DIRECTOR

Note:

1. Please see your email ID immediately for the list of CEO and DEO passwords.
2. DEOs' passwords are to be communicated to the DEOs IMMEDIATELY WITHOUT ANY DELAY in a CONFIDENTIAL MANNER in order to ensure timely completion of data entry on the URL.

**ELECTION COMMISSION OF INDIA**  
**Nirvachan Sadan, Ashoka Road, New Delhi-110 001**

No.464/INST/2009/EPS

Date: 4<sup>TH</sup> April 2009

To,

**The Chief Electoral Officers of all States/UTs,**

**Sub: Communication Plan 2A / 2B / 2C sending**

Ref: Communication Plan Circular 1 No. 464/INST/2009/EPS dated 28<sup>th</sup> March, 2009  
(Available on the front page of ECI Web Site <http://eci.nic.in> )

Sir,

In the above referred circular, Formats 2A, 2B, 2C relating to ARO / DEO / CEO level Communication Teams were enclosed.

MS Excel blank versions of these Formats 2A, 2B, 2C are being sent again with this circular. These formats can be directly downloaded on internet connected computers by District Election Officers and the Chief Electoral Officer's office and data entered into them.

The filled formats 2A, 2B and 2C must necessarily reach the ECI on both the following email addresses latest by 6<sup>th</sup> April 2009 :

[ecicp2009@gmail.com](mailto:ecicp2009@gmail.com)

and

[ashishs@eci.gov.in](mailto:ashishs@eci.gov.in)

The filled formats 2A and 2B can be directly emailed on both the above email addresses to the ECI by District Election Officers with copy to Chief Electoral Officers. Format 2C has to be emailed on the both email addresses to ECI by Chief Electoral Officers.

Chief Electoral Officers are requested to ensure that the Communication Teams at the ARO, DEO and CEO levels are carefully formulated and that properly filled formats 2A, 2B and 2C reach the ECI by or before 6<sup>th</sup> April 2009 necessarily on both the above email addresses.

Even if District Election Officers and Chief Electoral Officers have already e-mailed (or posted) formats 2A, 2B and 2C on any other email address by now, repeat email has to be sent on the [ecicp2009@gmail.com](mailto:ecicp2009@gmail.com) and [ashishs@eci.gov.in](mailto:ashishs@eci.gov.in) email addresses again.

Chief Electoral Officers are requested to instruct all the District Election Officers of the state for timely compliance in this regard immediately.

Yours sincerely,

sd/-

(Ashish Srivastava)  
DIRECTOR

**ELECTION COMMISSION OF INDIA**

**Nirvachan Sadan, Ashoka Road, New Delhi-110 001**

No.464/INST/2009/EPS

Date: 4<sup>TH</sup> April 2009

To,  
Chief Electoral Officers [All],  
Nodal Officers in CEO offices for Observers Management [All].

Sub : MOBILE NUMBERS AND OTHER CONTACT DETAILS OF OBSERVERS

1. Please ensure that active Mobile numbers and other contact details of all, REPEAT ALL, observers deployed by the ECI in your state for the current General Elections are collected, data entered in MS-EXCEL and emailed on the following email addresses to the ECI LATEST WITHIN THE NEXT DAY FOLLOWING THE LAST DAY OF RECEIPT OF NOMINATIONS FOR ANY CONSTITUENCY (since the scheduled day for arrival of Observers in their Constituencies is the last day of receipt of nominations):

[ecicp2009@gmail.com](mailto:ecicp2009@gmail.com)

and

[ashishs@eci.gov.in](mailto:ashishs@eci.gov.in)

MOBILE NUMBERS OF OBSERVERS MUST NECESSARILY BE PROVIDED.

2. Also, please ensure that all observers deployed by the ECI in your state necessarily enter their active mobile numbers and other contact details in the Observers' portal created by the ECI latest within the time limit mentioned above. Please get these instructions conveyed to the Observers directly or through the DEOs urgently.

Yours sincerely,

(Ashish Srivastava)  
DIRECTOR